

**MINUTES OF A REGULAR MEETING OF THE
TORRANCE LIBRARY COMMISSION**

1. CALL TO ORDER

The Torrance Library Commission convened in a regular session at 7:08 p.m. on Monday, September 14, 2009 at the El Retiro Library.

2. ROLL CALL

Present: Commissioners Ross, Sheldon, Wermers,
and Chairperson Gerber.

Absent: Commissioners Chappell, Haig, and Stapleton.

Also Present: City Librarian Weiner, Senior Librarian Deleget, and
Youth Services Librarian Spradlin.

MOTION: Commissioner Sheldon moved to grant an excused absence to Commissioner Chappell for the September 14, 2009 Library Commission meeting. Commissioner Ross seconded the motion; a voice vote reflected unanimous approval.

It was noted that Commissioners Haig and Stapleton were granted excused absences for this meeting at the August 10, 2009 Commission meeting.

Chairperson Gerber welcomed guests Tim Goodrich and Allen Ravine.

3. FLAG SALUTE

Commissioner Ross led the Pledge of Allegiance.

4. APPROVAL OF MINUTES

4a. MINUTES OF AUGUST 10, 2009

MOTION: Commissioner Sheldon moved for the approval of the August 10, 2009 Library Commission meeting minutes as submitted. Commissioner Ross seconded the motion; a voice vote reflected unanimous approval (absent Commissioners Chappell, Haig, and Stapleton).

5. NEW BUSINESS

5a. FRIENDS OF THE TORRANCE LIBRARY REPORT

City Librarian Weiner relayed Burt Dobratz's report that net proceeds from August 2009 Internet book sales were \$3,914.52. She stated that the Library is preparing a proposal to Friends for modernization and enhancement of ASSIST computers and equipment.

5b. YOUTH COUNCIL REPORT

Commissioners welcomed Youth Council members Linde Liu and Ashley Park from South High School and Catherine Wu from West High School.

Linde shared information about a Youth Council social gathering where goals and list of norms were established, adding that officers and committee members will be selected next month.

5c. EL RETIRO LIBRARY REPORT

Youth Services Librarian Spradlin welcomed Commissioners and provided an update on activities at the branch since the Commission's last visit. He reported that there have been no staffing changes and that staff members have completed SEMS/NIMS and Area Disaster Council training. He discussed the recent renovation of the facility, noting that patron response has been overwhelmingly positive and that Saturdays and evenings are busier now than before. He pointed out the new shelving, carpeting, vinyl flooring, new wall, upgraded lighting, resurfaced and striped parking lot, alley improvements, planter, kitchenette, circulation desk, exterior paint, and Wi-fi access. He noted that collections have been completely rearranged and that the added space for programming is much more convertible.

He reported that adult fiction and teen collections have been expanded and that there is a new parent and caregiver section. He discussed programming at the branch that includes an adult book discussion group, craft programs, and literary, cultural and educational, and entertainment programming for youth. He shared information about the branch's partnership with Riviera Garden Club and Riviera Homeowners Association and outreach efforts that include Back to School nights, Open Houses, first grade outreach, Read Across America, and Family Literacy Night. He concluded his presentation with his goal to expand outreach to teens as well as a wish list that includes lighted signage at the top of the driveway and additional improvements in the alley.

Commissioner Sheldon suggested that the branch host a Youth Council meeting.

Youth Council member Ashley Park suggested investing in more high school SAT, ACT, and Advanced Placement test preparation books.

In response to Commissioner Sheldon's inquiry, City Librarian Weiner explained that an Area Disaster Center serves as a conduit of information and collection point for volunteers and Tim Goodrich, TARA volunteer, discussed TARA's duties and responsibilities.

Senior Librarian Deleget provided statistical information for El Retiro Library: fiscal year 2008-09 circulation, approximately 70,000 items; size of collection, 36,000; and DVDs, 20% of circulation.

5d. REPORT OF AD HOC COUNCIL COMMITTEE ON COMMISSIONS

City Librarian Weiner reported that the ad hoc Council Committee for Commission Review met on August 24, 2009 to initiate discussions for review of the City's Commissions, adding that many of the Library Commissioners were present at that meeting. She noted that History and Background of City Commissions, correspondence, Library Commission budget Fiscal Year to Date 9/2/09, Library Commission Action Item Log 2008-2009, and Minutes from the August 24, 2009 meeting were included in agenda materials. She requested that Commissioners comment on any thoughts, needs, changes, or recommendations that would be forwarded to the Council Committee for review.

Commissioner Wermers related his observation that the Council Committee and staff members were surprised by the amount of support for Commissions and that, if anything, the Commission structure should be expanded to capture the large volunteer base.

In response to his inquiry, City Librarian Weiner advised that the Library Commission has never gone over its budget. She pointed out the many ways that the Library Commission's duties and scope tie in with the Strategic Plan and General Plan.

Following discussion, it was the consensus of Commissioners that the Library Commission should stay as it is, not merge with any other Commission, and continue to meet at regularly scheduled monthly meetings. It was noted that the Library is unique, that it is independent of all other Commissions, that the Library Commission always has a full agenda, and that volunteers should not be turned away.

Tim Goodrich donated six copies of the DVD documentary "The Ground Truth."

5e. CALIFORNIA LIBRARY ASSOCIATION ANNUAL CONFERENCE

City Librarian Weiner provided information about the 111th Annual CLA Conference and Exhibition on October 30 to November 2, 2009 at the Pasadena Convention Center. She noted that registration forms were included in agenda packets and that day passes for viewing exhibits are also available. Commissioner Gerber indicated that she planned to attend.

MOTION: Commissioner Wermers moved to approve up to two Commissioners to attend the 2009 CLA Conference and Exhibition. Commissioner Ross seconded the motion; a voice vote reflected unanimous approval (absent Commissioners Chappell, Haig, and Stapleton).

5f. FIRST OPEN SUNDAY OF 2009

City Librarian Weiner reported that the first open Sunday on September 13, 2009 went smoothly, with approximately 560 people visiting the Library. She stated that the only problem they had was that the security guard did not show up.

Responding to Commissioner Sheldon's inquiry, she stated that both contract and Library staff work on Sundays.

6. UNFINISHED BUSINESS

6a. TORRANCE 'BLOCK PARTY' DEBRIEFING

It was noted that Youth Services Librarian Spradlin, Commissioner Ross, and Commissioner Wermers assisted with outreach at the August 30, 2009 'Block Party.' Commissioner Ross stated that he was impressed by the number of families in attendance and Commissioner Wermers stated that he enjoyed handing out bags.

City Librarian Weiner relayed Principal Librarian Theyer's observation that they talked to at least 400 people and stated that it was a good opportunity to speak to people who might not be ongoing customers at the Library.

7. STANDING COMMISSION COMMITTEE REPORTS

7a. TORRANCE PUBLIC LIBRARY FOUNDATION

Commissioner Wermers reported that the August 17, 2009 meeting was devoted to the October 7 presentation of author and stand-up comic Elizabeth Beckwith with Raising the Perfect Child Through Guilt and Manipulation. He stated that they also discussed increasing membership and updating web pages and announced the next Foundation meeting on September 21, 2009.

City Librarian Weiner distributed the Summer-Fall 2009 Foundation Newsletter as well as fliers for the author presentation. At Commissioner Ross' request, City Librarian Weiner explained the Foundation's mission, noting that last year they paid for the Live Homework Help program and are presently raising funds for a mobile computer lab.

7b. SCLC SYSTEM ADVISORY BOARD

Commissioner Sheldon reported that the SCLS System Advisory Board will not meet again until May 2010.

City Librarian Weiner explained the functions of SCLS that include inter-Library loans, second-level reference, and staff continuing education.

8. MONTHLY DEPARTMENT REPORT

8a. BRANCH LIBRARY REFURBISHMENT UPDATE

Senior Librarian Deleget reported that demolition and abatement of the interior of Henderson Library was completed on August 24, 2009 and that electrical upgrades and ceiling installation are underway. She stated that interior painting will begin next week and was pleased to inform Commissioners that General Services has painted the exterior. She announced a tentative formal Open House ceremony on November 12, 2009. She noted that Walteria Library is scheduled to close on November 11, 2009.

8b. TORRANCE PUBLIC LIBRARY LINK PROJECT UPDATE

City Librarian Weiner reported that the LINK grant report is finished was sent to the State Library by the due date on September 15, 2009. She noted that the final report will be presented at the October 12 Library Commission meeting.

8c. OTHER

City Librarian Weiner distributed fliers for Live Homework Help, H.E.L.P.'s Life Planning for Grown-ups workshops, and "Landscapes of Power" on September 23, 2009.

She announced draft General Plan Update/Environmental Public Hearings on September 23, October 14, October 28, and November 10, 2009.

City Librarian Weiner provided information about an opportunity for Commissioners to serve on a redistricting commission for Voters First Act.

She encouraged Commissioners to attend Library Services Manager Reeder's retirement party after 37 years of service on September 16, 2009.

City Librarian Weiner commended Commissioner Gerber for writing the Volunteer Newsletter.

9. ORAL COMMUNICATIONS

9a. Commissioner Sheldon stated that he continues to be impressed and amazed by Library programming and that he particularly enjoyed Vanessa Sheldon's "Many Faces of the Harp" on August 26, 2009.

9b. City Librarian Weiner encouraged Commissioners to read the Library's blog "LinkLogs" and Facebook page.

9c. Commissioner Wermers requested an excused absence for the October 12, 2009 meeting.

MOTION: Commissioner Sheldon moved to grant Commissioner Wermers an excused absence for the October 12, 2009 Commission meeting. Commissioner Ross seconded the motion; a voice vote reflected unanimous approval (absent Commissioners Chappell, Haig, and Stapleton).

10. ITEMS FOR NEXT LIBRARY COMMISSION MEETING

Items for the October 12, 2009 Library Commission meeting agenda were listed and include: Friends, Youth Council, Foundation, SCLC System Advisory Board, branch library refurbishment, Summer Reading Program, LINK final report, Ad Hoc Council Committee on City Commissions, and CLA annual conference.

11. ADJOURNMENT

MOTION: At 9:18 p.m., Commissioner Ross moved to adjourn the meeting to Monday, October 12, 2009 at Katy Geissert Civic Center Library, at 7:00 p.m. Commissioner Sheldon seconded the motion and, hearing no objection, Chairperson Gerber so ordered.

Approved as Submitted October 12, 2009 s/ Sue Herbers, City Clerk
